

GOOD FAITH EFFORTS

CONSTRUCTION CONTRACTOR INSTRUCTIONS

The City's construction Good Faith Efforts procedure is included in the Bid package. The procedure requires **among other things**, that bidders on construction projects which have M/W/DBE/PDBE goals delivers a written notice to:

- a) All M/W/DBE/PDBEs identified in the Directory as performing or providing the needed work, service or goods for all potential subcontracting trades on the contract; and
- b) All minority, women and persons with disabilities contractor groups identified in this document; and
- c) All minority, women and persons with disabilities media identified in this document. (Information on b and c can be found on pages iii and iv).

Contractors will use the Directory in effect the month prior to the bid date for **Good Faith Efforts**.

NOTE: To meet the participation goal, Prime Contractor may not, use an M/W/DBE/PDBE listed in this Directory to perform services or provide goods other than in the category in which the company is certified.

PURCHASING/VENDING CONTRACTOR INSTRUCTIONS

The City's procurement **Good Faith Efforts** procedure is included in the Bid package. The procedure requires, **among other things**, that bidders on procurement project that have M/W/DBE/PDBE goals deliver a written notice:

- a. 1) **IF THE TOTAL BID IS LESS THAN \$500,000 -**

To at least half of the M/W/DBE/PDBEs identified in each applicable commodity and/or service category (with the total number per category never equating fewer than three (3) certified M/W/DBE/PDBEs unless there are fewer than three (3) in the category; and
- 2) **IF THE TOTAL BID IS \$500,000 OR MORE -**

To all of the M/W/DBE/PDBEs identified in each applicable commodity and/or service category
- b. To at least five of the listed Minority, Women and Persons with Disabilities Business Organizations and Associations with at least one each representing a black, Hispanic, asian, women; and
- c. To at least one of each of the four categories of minority, women and persons with disabilities media; and
- d. To all M/W/DBE/PDBEs identified in the Directory as performing or providing the needed work, service, or goods for any potential subcontracting opportunity in the contract.